

MINUTES of the Meeting of Brocton Parish Council held at Village Hall, Old Acre Lane, Brocton on Tuesday, 12 February 2019 commencing at 7.30 pm.

Present: Cllrs: Mr R Bates (Chairman), R Middleton, L Lee, L Goff, Cllr Mrs B Smith and Cllr F Finlay (SBC).

1/19 APOLOGIES Cllrs Miss J Perry, Mrs L Smith and Cllr J Francis (SCC)

2/19 PUBLIC OPEN SESSION

5 members of the public were present. Cllr Bates offered his apologies for the change of the meeting date. The previous scheduled date clashed with an elections event being run by Stafford Borough Council.

The following items were raised.

1. A34 Service Road – Cllr Bates acknowledged receipt of the comments put forward by the residents in response to the letter dated 20.12.2018 sent by the Clerk outlining the options suggested by SCC. All comments received were anonymously shared with the Cllrs and have been fully considered. Cllr Bates asked if there was anything further the residents wish to add? Residents advised there is little point in continuing to have the same conversation again and again, what they want is a solution to the problem. They feel there is a lack of respect and communication and expressed their dissatisfaction with the approach of Cllr Francis. Why were they not informed of the site visit, so they could attend? Cllr Middleton offered his apologies for this oversight. Further discussion took place about the surface of the road, Cllr Middleton informed the residents that the grass verge between the Service Road and the A34 has been overrun and SCC are quite within their rights not to fill this with planings but to fill in with topsoil and return it to its original construction. SCC will not widen the road. Cllr Bates commented that the Parish Council has no funds to complete the work and neither does it have the authority to undertake the work, therefore all the Parish Council can do is lobby our County Councillor. Residents confirmed that this is what they want the Parish Council to do. Residents feel that the reporting system being operated by Highways is hopeless and that there is no engagement from SCC. After further discussion, it was agreed that the Parish Council will seek to facilitate a meeting between the residents and the appropriate representatives of SCC. Cllr Middleton advised this must include Richard Rayson – Community Infrastructure Highways Manager as he is the technical advisor to SCC. Cllr Finlay advised that Cllr Francis should also be invited, along with the Cabinet member – Helen Fisher. Purpose of the meeting will be to find a solution. Cllr Middleton commented that he hopes that SCC will agree to patch it, as this will create a flat even surface and will get rid of the potholes. This will only apply however, if SCC agree, to the width of the road and will not include the grass verge area. Residents acknowledged their agreement to a meeting being arranged.

2. 74 and 825 bus services – the lack of public transport to the train station was raised. It is very difficult for those who do not drive to get to the station or the hospital. This was acknowledged by the Cllrs. Cllr Bates advised that he had previously attended a meeting with Arriva, along with Cllr Finlay, an SCC representative and the Clerk to discuss bus services around the village but had no success. Cllr Finlay advised that the bus subsidies offered by SCC to the bus companies have been cut and no matter what you do or say to the bus companies it will not make any difference to the services they run, as it is all about profit. Whilst it is unfortunate there is nothing the Parish Council can do regarding this matter.

3/19 DECLARATION OF INTERESTS There were no declarations of interest.

4/19 MINUTES Minutes of the Meeting held on 5 December 2018 were approved and signed as a correct record.

5/19 MATTERS TO BE UPDATED from previous meeting

a. 146/18a – Clerk confirmed that the schedule of gully cleaning within the village that was shared at the December meeting is correct and that both Pool Lane and Sawpit Lane are cleaned on a triennial basis.

6/19 PLANNING APPLICATION

No Planning Applications were received.

7/19 A34 SERVICE ROAD

a. Item covered in Public session. Cllr Bates noted that option 2 was the preferred choice of the majority of residents and confirmed that the Clerk will seek to facilitate a meeting between the relevant parties within the next 4 weeks, as outlined above at paragraph **2/19 1**. All residents to be invited.

Action – Clerk.

8/19 PLAYING FIELD

a. Report for December received. It was noted that there were holes in the fences; one in the fence that borders the road – which may be an entry point for the deer; one near the green bench and 2 holes in the far corner of the play area. Cllr Mrs B Smith agreed to inspect these. Cllr Bates suggested contacting the Ranger Service to enquire if they can donate any suitable fencing.

No Report for January received. Cllr Mrs B Smith to send this to the Clerk.

Action – Clerk and Cllr Mrs B Smith.

b. Contact details on the sign within the play park. It was agreed by all Cllrs present that the contact details needed to be updated. The telephone contact number should be removed and both the email address of the Clerk and the website address of the Parish Council should be added. This should be done via a sticker to be provided by Signs 2000.

Action – Clerk.

9/19 CLERKS REPORT

a. Clerk provided an update to the report that had been provided to all Cllrs, as follows:

1. Collaboration Group – it was agreed to wait until after the Elections in May to discuss representation from Brocton on this group.

Action by Clerk after May elections.

2. Clerk confirmed that if the Parish Council wished to replace any existing marker posts that are damaged along Pool Lane or elsewhere within the village this can be done. However if they wish to install any new marker posts it will be necessary to consult with the residents. Clerk confirmed that there are a number of posts that are damaged along Pool Lane.

3. Application for Road Safety Grant for the purchase of vehicle speed activated signs. Application period will be open from 1.3.19 to 30.4.19. This is being progressed by the Clerk and Cllr Goff and the Parish Council will be advised of progress in due course.

Action – Clerk and Cllr Goff.

4. Builders yard on Pool Lane – Cllr Middleton commented that he does not agree with the response from SBC regarding the blue circular fuel tank. It is not appropriate that this is located in a residential area, if it is full of diesel then it can't be safe. Have SBC Enforcement Team brought this to the attention of the Environmental Agency? Clerk to clarify further.

Action – Clerk.

10/19 COLLABORATION MEETING

a. **Gully cleaning** – Clerk informed Cllrs of a match funding offer that has been made by another SCC Cllr for the purpose of gully cleaning. This has been raised by the Clerk with Cllr Francis to explore if the same offer can be made to the Parishes that Cllr Francis supports. Cllr Middleton suggested it would be helpful to establish the total cost of the gully cleaning for the village of Brocton in order to determine if any match funding offer that may be made by Cllr Francis is viable.

Action – Clerk.

11/19 STANDING ITEMS

a. Developing a Community Based Approach – no update.

b. Village Hall – letter sent by Village Hall Committee in response to Parish Councils' letter of 3.1.19 was considered by all Cllrs present. After much discussion it was agreed that the matter be progressed by the Chairman and the Clerk directly with the Village Hall Committee Secretary, with an update being provided to the Parish Council at a later meeting.

Action – Clerk and Chairman

c. Cannock Chase – Chairman provided an update regarding the e-forum. This is essentially a list of email contacts that are kept up to date by SCC in relation to what is happening with the project. Sarah Bentley, SCC, has confirmed that the same information is sent to the Parish Council and that she has now added the Parish Council and Cllr Goff to the e-forum mailing list, so that the Parish Council will know when any information is sent out.

12/19 FINANCE

a. Accounts for Payment – The meeting approved payment of the following accounts:

Paid to:	Details:	Net Amount	VAT	Total Paid
Gillian Davies	Salary from 1 – 31 January 2019, plus part payment for website	£517.86	Nil	£517.86
Gillian Davies	Home working allowance	£17.33	Nil	£17.33
Gillian Davies	Mileage expenses for January	£16.20	Nil	£16.20
Gillian Davies	Clerks expenses	£17.05	£3.41	£20.46
	Total payment			£571.85
Stafford Borough Council	Paperchase – February 2019 issue No.53	£61.26	Nil	£61.26
Stafford Borough Council	Civic Amenity Visits – Sept, Nov and Jan.	£325.00	£65.00	£325.00
Society of Local Council Clerks	SLCC membership renewal 2019	£106.00	Nil	£106.00
Staffordshire Parish Councils Association	Local Councillor training course – 15.1.2019	£35.00	Nil	£35.00

b. Budget 2019/20 – all Cllrs present approved the 2019/20 budget as presented by the Clerk. Cllr Bates commented that it has been necessary to agree to a small increase in the precept, which has been necessary to address increasing costs that all Parish Councils are facing.

Action – Clerk to inform SBC of precept request.

c. Anti-virus software for the Parish Councils laptop – this was discussed. Cllr Mrs B Smith advised that if the laptop has Windows 10 software then this should already have free anti-virus software installed, which will avoid the need to purchase anything else separately.

Action – Clerk and Cllr Mrs B Smith to investigate.

13/19 BUS SHELTER MAINTENANCE

a. Chairman advised that the bus shelter on the A34 has some woodworm which requires treatment. As there was a small underspend in the budget allocation for the bus shelter repairs the Chairman proposed this is put towards the woodworm treatment costs. All Cllrs present agreed.

14/19 SMALL GRANTS POLICY

a. All Cllrs present confirmed their agreement to the adoption of the Small Grants Policy as presented by the Clerk. This will be advertised in the May edition of the Paperchase and made available on the Parish Council website.

Action – Clerk.

15/19 CIVIC AMENITY VISITS 2019/20

a. Following the approval of the 2019/20 budget, which allowed for 6 Civic Amenity visits, the following dates were agreed: 20 Apr; 8 Jun; 27 Jul; 14 Sep; 2 Nov and 25 Jan 2020. Clerk to inform SBC of these dates and once confirmed to advertise them accordingly in the Paperchase, the Parish Council Notice Boards and the website.

Action – Clerk.

16/19 – TO RECEIVE CORRESPONDENCE

a. Letter from resident at Village Farmhouse – letter has been received informing the Parish Council that the lattice work has been removed as per the advice of SBC and the request of the Parish Council. Clerk to acknowledge receipt and convey the thanks of the Parish Council.

Action – Clerk.

b. Advance Notice of Event – Cllrs advised of the Advance Notice of an orienteering event style event which will take place over the Chase as well as in Hixon/Colwich on the weekend of 4-5 May 2019. Details of the event to be added to the Parish Councils website.

Action – Clerk.

17/19 – VILLAGE MATTERS

a. Relocation of Parish Councils filing cabinet from Church vestry to Village Hall. Cllr Goff agreed to liaise with Cllr Bates to get this relocated.

Action – Cllr Bates and Cllr Goff.

Other items raised by Councillors

i. Cllr Bates informed Cllrs that the Clerk has contacted the owners of the farm on the A34 regarding the hedge cutting debris requesting its removal. It was noted that this debris could be dangerous or cause damage to vehicles.

ii. Cllr Bates informed Cllrs that the Clerk has contacted the owners of the Derwick site as there has been a buildup of litter again – no response has been received so far.

iii. Cllr Lee commented on the potholes in Brook Lane, these are a drowning hazard to children.

iii. Cllr Goff enquired about the 2019 elections. Clerk advised that guidance notes has been emailed to all Cllrs and this item will be on the Agenda for March for further discussion. Clerk advised all Cllrs to read their Parish Council email addresses.

Action – all Cllrs.

There being no further business the Chairman closed the meeting closed at 9.05 pm